



## CIVIL SERVICE MEETING MINUTES

Wednesday, April 12, 2017, 5:15 PM

Fire Station 42, 4321 NW Parker Street

---

### I. CALL TO ORDER

Captain Nelson was in attendance.

Present: Lynn Valenter and Tanis Knight

Excused: Ron Goodpaster

### II. MINUTES TO BE APPROVED

**Commissioner Valenter moved to approve the March minutes.**

**Commissioner Knight seconded.**

### III. MEETING ITEMS

Police Department

- Request to test, entry level police officer

Captain Nelson shared with the Commission that the Department is having problems hiring entry level officers. Part of the problem is that hiring is a competitive environment and CPD is taking too long to vet and hire candidates. Nelson has a schedule in mind for an upcoming entry level test that would increase efficiency in the process. The differences in this proposed test process from prior tests are: have two oral board panels interviewing more candidates simultaneously, remove the 'No Call Too Small' essay, get an uncertified list of the top ten candidates from the oral board panels, have detectives do a pre-background questionnaire on the top ten candidates to flag disqualifying issues, hold command interviews within one week of the initial oral board, and have PST do the full background on the candidates. The goal is to not lose good candidates by moving too slow. The official background portion would still not take place until the list is certified.

A discussion was held around the pre-background process, how similar it is to what other agencies are doing, and whether the candidates know what is a disqualifying event. Both Commissioners expressed reservations about removing the 'No Call Too Small' portion. They think this highlights writing quality and communication skills, which are important to being an officer. They were fine with relaxing the time requirement; this portion will remain in the test process. Commissioner Valenter wanted us to be aware that a bias in grading may appear from having two different interview panels grade candidates and to consider this when compiling the final scores.

**Commissioner Knight made a motion to approve the request to run a hiring test with the changes discussed. Commissioner Valenter seconded.**

**IV. ADJOURNMENT**

Meeting concluded at 6:00.

Respectfully submitted:

Alicia Ramsey  
Secretary / Chief Examiner

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call (360) 834-6864.